

**CITY OF LAS VEGAS  
RECREATION DEPARTMENT  
IMPROVEMENT PLAN  
RECREATION DIVISION MANAGER – Loretta Martin  
MARCH 2013**

**Operational Report: MARCH**

- Youth Basketball League – Season complete
- Recreation dept - classes and programs: Spin Bike classes; Adult Racquetball league; Adult Coed Volleyball League; Adult Basketball League; Tennis lessons; Personal training; Learn to swim classes; Aqua Zumba water aerobics; water aerobics classes; Mush ball tournaments; Adult Softball League; Youth Football League registrations for fall; Summer Day Camp registrations
- Safety meetings each week – ongoing
- Housekeeping, customer service and safety ongoing throughout the Recreation Center
- Pool Pac for swimming pool- Initial repairs/maintenance almost complete. Additional maintenance required and ongoing.
- Fire Alarm – New Alarm Monitoring Co. – Western State Alarm
- Maintenance repairs and replacement of faucets in showers and pool - ongoing
- Maintenance repairs and replacement of lighting and fixtures in pool – ongoing
- Spin Bike classes – times and days available to accommodate patrons
- Las Vegas Senior Olympic local game competitions to qualify for NM State games
- Senior Center fitness exercise program – Ongoing

GOAL	IMPROVEMENT PLAN	FINANCIAL RESOURCES	RESPONSIBLE PARTY	START DATE	END DATE
Develop an aggressive financial implementation plan that maximizes leveraging opportunities	<ul style="list-style-type: none"> <li>• Marketing the recreation center facility and recreation programs by utilizing strategies such as website, news media, radio, brochures and flyers.</li> <li>• Create new programs, classes and special events to increase revenue and provide a variety to the recreation center.</li> <li>• Aggressively promote recreation center facility rentals and promote business employee discount program</li> <li>• New fitness equipment will provide opportunity to create new classes</li> </ul>	<p>Revenue is generated through fees and charges for promotions, programs, classes and special events.</p> <p>Marketing and advertising of recreation center required for classes and special events.</p> <p>Market facility rentals to non- profit organizations; schools and businesses</p>	Manager, Recreation department staff	Ongoing	Ongoing

- Comments: Recreation dept - classes and programs: Spin Bike classes; Adult Racquetball league; Adult Coed Volleyball League; Adult Basketball League; Tennis lessons; Personal training; Learn to swim classes; Aqua Zumba water aerobics; water aerobics classes; Mush ball tournaments; Adult Softball League; Youth Football League registrations for fall; Summer Day Camp registrations

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<p>Modernize and improve city facilities, enterprises, and services. Specific areas targeted for improvement</p>	<ul style="list-style-type: none"> <li>• The Phase I POOL PAC heat/air circulation system in the swimming pool, which has been identified in the City's ICIP plan, is near completion for repairs/maintenance/ and replacement of system improvements.</li> <li>• PHASE II heat/air system work needs to be done for repairs/maintenance/ replacement. Possible replacement of boiler system.</li> <li>• Swimming Pool area roofing is rusted and needs repair and painting.</li> <li>• Lighting in recreation center has been evaluated by LED company and a recommendation to switch to LED lighting to save the recreation center and City money</li> <li>• Manage and Supervise a safety team to insure all standard operating procedures and City's Safety policy is followed by meeting weekly to address safety concerns, projects and issues</li> <li>• Install a turnstile in front lobby to manage the entry control of people entering the recreation center to include a software program to manage memberships, facility rentals, program participants and daily use.</li> <li>• Rodriguez Adult Softball fields (two of them) need of sod replacement/irrigation improvements/fencing repairs</li> </ul>	<p>Funding was appropriated for repairs to this system.</p> <p>Funding needs to be appropriated for this type of work. Professional services needed for this work.</p> <p>Swimming pool roof identified in the City's ICIP as a possible funding source.</p> <p>Funding needs to be appropriated for this type of work. Will be able to see immediate cost savings in utility bill for recreation center</p> <p>Budget safety to purchase identified safety supplies and equipment needed</p> <p>Budgeted item in new budget.</p> <p>Need infield/outfield maintenance for Little League practices and adult softball league</p>	<p>Rec Manager</p> <p>Parks Dept. assisting with recreation staff</p>	<p>APRIL</p>	<p>Almost Complete</p> <p>MAY</p>
<p>• Comments : Phase I POOL PAC heat/air circulation system in the swimming pool is near completion for repairs/maintenance/ and replacement; Waiting approval for LED lighting in Phase II; Weekly Safety meetings with maintenance and administrative staff to identify projects completed and projects ongoing</p>					

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Create stronger partnerships with public, private agencies and non-profit-organizations	<ul style="list-style-type: none"> <li>• Work collaboratively with citizens, school district representatives, community groups, private businesses to facilitate and develop programs, clarify issues, identify needs and explain and promote facility, new and existing programs and special events</li> <li>• Youth Coordinator implements youth programs and special events</li> <li>• Recreation Department staff to identify University and Community college classes and students to assist with programs, classes and special events</li> </ul>	<p>Trading services and facility use; Administrative regulation policy providing guidance for non-profit organizations, private agencies, and businesses</p> <p>Works cooperatively with the East/West middle schools and high schools for programs and events</p>	Manager, Recreation Leaders	Ongoing	On-going
<p>Comments: Non-profit organizations and schools utilizing the recreation center for special events through facility rentals; Schools scheduling field trips to rec center for swimming and gym use; University and school teams utilize facility during schedule conflicts and inclement weather if available; area clubs and community groups utilize conference room and class room for meetings; Facility rentals have increased the month of Jan, Feb and March; Rec Coordinator and the Youth Coordinator planning Spring and summer events</p>					
Develop an Eco-Friendly Community	<ul style="list-style-type: none"> <li>• The recreation center will develop an eco friendly environment and provide recycling receptacles in lobby.</li> <li>• LED lighting for Phase II</li> </ul>	Recycle bins placed in the recreation center lobby. Waiting for approval for funding for the LED lighting	Recreation Manager; maintenance staff	Ongoing	Ongoing
<p>Comments: Recycling bins have been set up throughout the facility for plastic products and maintenance staff is maintaining the bins and encouraging their use. The LED lighting has been identified as a great economical savings for the recreation center and proposing LED lighting throughout facility</p>					